

**TOWN OF WINTER PARK
EQUIPMENT OPERATOR
FULL-TIME POSITION**

DEPARTMENT: PUBLIC WORKS
FLSA STATUS: NON-EXEMPT

REPORTS TO: PUBLIC WORKS DIRECTOR

SUMMARY

Under the supervision of the Public Works Director, this position operates a variety of light- to mid-sized maintenance and construction equipment in the process of maintaining Town streets and infrastructure. May operate heavy-sized construction and maintenance equipment. Performs a variety of duties related to maintenance and upkeep of Town streets, parks, facilities, equipment, snow removal, and infrastructure as well as duties related to special events

EXAMPLES OF ESSENTIAL DUTIES

The below list is intended to be illustrative of the responsibilities of the position and not all encompassing. The Town may change these duties at any time.

- Operates a variety of light and medium weight trucks and tractors for the purpose of street repair, construction of facilities, or snow removal; may operate heavy weight vehicles and equipment for the purpose of road repair, grading, hauling, and excavation work.
- Performs unskilled labor in the removal of debris, loading and/or unloading by hand; may use a variety of hand tools such as picks and/or shovels.
- Performs preventive maintenance on all equipment used; performs cleaning and routine maintenance of all equipment used.
- Picks up and delivers a variety of materials (i.e. top soil, asphalt) as directed.
- Performs emptying of public trash receptacles and disposal of items as necessary.
- Performs a variety of duties related to the installation of holiday decorations and/or lighting.
- May assist in the maintenance of parks, trails and open spaces.
- Operates light equipment such as lawn mowers and weed-eaters.
- Performs general custodial work at public facilities.
- Performs trash pickup and site cleanup of public areas to ensure they are attractive and clean.
- Assists as needed with special events, may include site setup and teardown.
- Assists Public Works employees as directed.
- Performs related work as required.

KNOWLEDGE REQUIRED BY THE POSITION

- Knowledge of department and Town rules and regulations.
- Ability to operate light equipment such as hand and mechanical tools.
- Ability to deal courteously and fairly with the public.
- Ability to interpret and respond to directions.
- Ability to work without continual direct supervision.
- Ability to drive and operate the department's assigned vehicles and equipment in a safe and efficient manner.
- Thorough knowledge of the geography of the town, its roads, streets, and right-of-ways.
- Ability to react quickly and calmly under emergency conditions.
- Ability to establish and maintain effective working relationships with Town employees, Town elected officials, other agencies, and the public.

MINIMUM QUALIFICATIONS**Education:**

- High School Diploma or GED required

Experience:

- Working knowledge in the use of a variety of light and medium weight vehicles and equipment

Certification:

- Class B CDL or the ability to acquire one

General:

- Valid State Driver's License
- Satisfactory Motor Vehicle Record (MVR)
- Must be able to meet all Colorado Department of Transportation physical, drug, and alcohol testing requirements
- Must have the ability to work varying shifts which may involve weekends and/or holidays and/or an on-call status
- Equivalent combination of education and experience may be acceptable.

GUIDELINES

All federal, state, and local laws; safety, departmental and Town policies.

COMPLEXITY

Work requires analysis and judgment in accomplishing diversified duties. Work requires the exercise of independent thinking within the limits of guidelines, policies, standards, and precedents.

PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT

Work generally will take place under outdoor weather conditions and may include adverse weather conditions.

Frequency Guide			
Rarely (R)	Occasionally (O)	Frequently (F)	Constantly (C)
Less than - 5%	6 – 30%	31% - 70%	Over 70%
Physical Task	Frequency	Physical Surroundings	Frequency
Sitting	F	Extreme Temperatures	F
Standing	F	Inside Work	F
Walking	F	Outside Work	C
Running	R	Walking on uneven surfaces	F
Stooping	F	Working at height	F
Kneeling	F	Other:	
Squatting	F		
Climbing	O	Environmental Conditions	
Balancing	O	Exposure to Chemicals	O
Reaching	F	Exposure to Gases/Fumes/Dust	F
Grasping	C	High Noise Levels	F
Fingering	C	Moderate Noise Levels	F
Handling	C	Vibrations	F
Visual Acuity: Near	F	Light/Power Equipment Ops	F
Visual Acuity: Far	F	Heavy Equipment Operation	C
Depth Perception	O	Work in Traffic	C
Color Discrimination	O	Local Travel	R
Peripheral Vision	O	Out of Town Travel	R

Talking	F	Other:	
Hearing	C		
Other:		Weight of Objects Moved	
		Over 100 pounds	O
		Over 50 Pounds	F
		Over 10 pounds	F

ADDITIONAL GUIDELINES

- If you are unable to report for work, you must notify your supervisor before your shift starts; failure to notify your supervisor may result in dismissal. Overtime must be preauthorized by your supervisor.
- Closed-toe shoes must be worn at all times.

CONTACT

General Public, Coworkers, Law Enforcement Officers, Government Officials.

SUPERVISORY CONTROLS

This position works under the general supervision of the Public Works Director. Work is typically performed independently in accordance with established directions and an evaluation of results achieved.

Revised July 2015